



**Board of Assessors
730 Massachusetts Avenue
Arlington, MA 02476**

Date: 05/16/2022

Time: 5:30 pm

Location: Assessors' Office Conference Room, 1st Floor, Town Hall

Minutes:

The meeting was called to order at 5:39pm, by William Zagata. Mary Winstanley O'Connor seconded the motion, voted unanimously.

- In attendance: Mary Winstanley O'Connor, William Zagata, Gordon Jamieson and Dana Mann.
- William Zagata motioned to approve the minutes from the April 25, 2022 meeting. Mary Winstanley O'Connor seconded to motion, voted unanimously.
- Gordon Jamieson requested help with accessing his Town email, Sue Distler will be contacted.
- Gordon Jamieson indicated he will abstain from budget related votes due to his Town Meeting responsibilities.
- Gordon Jamieson requested the possibility of adding a Board of Assessors Agenda subscriber list. Also that he be added to the Board of Assessors' page online as a member. Joan Roman will be contacted for both.
- The Board recognized & congratulated Dana Mann on his appointment to Director of Assessments. Recent news article from Town's website regarding the appointment was complemented.
- Gordon Jamieson requested the Director be available to present to the Fiscal Resource Task Group (FRTG).
- Gordon Jamieson requested changes be made to the Appellate Tax Board (ATB) list and schedule.
- Gordon Jamieson would like to study and create a cash flow analysis of the Overlay account.
- The Board discussed work load associated with building permit inspections due to reduced staffing. The Board requested that the Director inquire about third party costs.
- The Board of Assessors' requested copies of contracts relating to cyclical inspections.
- Motion to enter executive session at 6:45pm was made by William Zagata. Seconded by Mary Winstanley O'Connor, voted unanimously.
- Motion to exit executive session and adjourn the meeting was made by Mary Winstanley O'Connor at 7:16pm. Motion seconded by William Zagata, voted unanimously, meeting adjourned.
- Next meeting planned for May 23, 2022

Respectfully submitted,
Dana Mann